

*Approved*

***City of York Planning Commission  
January 30, 2023  
Minutes***

Members present:

Chairperson Wendy Duda  
Maria Duncan  
A. Lee McLin  
Laura Korn  
Rick Thomasson  
Ron Parrish

Members absent:

Others present:

Planning Director Breakfield  
Planner Kim Womble  
Municipal Clerk Amy Craig  
(see sign-in sheet)

**The first item of business** was Chairperson Wendy Duda calling the meeting to order at 6:00 pm.

**The second item of business** was approval of the draft Minutes from the December 12, 2022 regular meeting.

Upon a Motion by Maria Duncan, seconded by A. Lee McLin, the Commission unanimously approved the draft Minutes as submitted.

**The third item of business** was approval of the draft Minutes from the December 19, 2022 special meeting.

Upon a Motion by Maria Duncan, seconded by Laura Korn, the Commission unanimously approved the draft Minutes as submitted.

**For the fourth item of business**, Chairperson Wendy Duda opened the floor for comments from the public on agenda items. It was noted that no comments from the public were received regarding any of the agenda items.

**The fifth item of business** was a preliminary plat application for the Tradition at Spring Lakes project located near Springlake Country Club off of Springlake Road and Blessed Hope Road.

Planning Director Breakfield indicated:

1. The applicant has submitted a preliminary plat and construction drawings for the Tradition at Spring Lake project.
2. As background, the special exception application and associated conceptual site plan for the project were previously reviewed by the Planning Commission (with a recommendation of denial) and ultimately approved by the Board of Zoning Appeals.
3. Currently, at the preliminary plat stage, the City must verify that all requirements of the originally-approved conceptual site plan have been implemented in the preliminary plat submittal. This review does not afford the Planning Commission, City staff or the applicant the opportunity to revise the requirements from the originally-approved conceptual site plan.

4. City staff has conducted a thorough review of the provided preliminary plat submittal versus the originally-approved conceptual site plan for the project and submitted the provided comments to the applicant.
5. As noted on the originally-approved conceptual site plan, *active open space areas shall be improved and may contain trails, benches, gardens, gazebos, pavilions, picnic areas and/or playgrounds. A detailed presentation regarding specification for and timing of amenity installation will be provided for consideration / approval at the time of preliminary plat review by the Planning Commission.* The Planning Commission must review and make a decision regarding the amenities/phasing proposal.
6. Along with the final decision regarding amenities and phasing, City staff recommended that the preliminary plat submittal be conditionally approved based on the above-referenced comments being addressed to the satisfaction of City staff.
7. The applicant provided an itemized response to Staff comments (handout at meeting) and a representative was present to discuss the project.

After discussion and upon a Motion by A. Lee McLin, seconded by Laura Korn, the Commission unanimously conditionally approved the preliminary plat submittal contingent upon all requirements of City staff being met including a phasing plan.

**The sixth item of business** was a special exception application and conceptual site plan for a cluster housing, single-family detached residential project for property located off of Rose Street near Williams Street.

Planning Director Breakfield indicated:

1. Amy Hutchins has requested cluster housing/special exception application approval for a single-family dwelling project off of Rose St.
2. Detailed information regarding the cluster housing/special exception processes were included in previous meeting packets.
3. At the September, October and November Commission meetings, you provided feedback to the applicant regarding the cluster housing/special exception/conceptual site plan application for the project.
4. We reviewed the original project proposal versus other recently-approved projects and issued the provided comments to the applicant. The comments included a detailed response from Utilities Director Ben Wright regarding the proposed alternative street design and the usage of private streets.
5. City staff recommended that the Commission use the noted list of comments as a checklist and add others as needed and then ultimately provide detailed direction to the applicant so that a final submittal can be made.
6. Based on Planning Commission feedback and staff comments, the applicant provided a revised conceptual site plan.
7. Per procedure, the Planning Commission has 75 days from the initial meeting on the application to render a recommendation unless the applicant grants an extension for further review. In this case, the applicant has agreed to a 60 day (to the original 75 day period) extension to allow for proper review and consideration of the application.
8. If the BZA ultimately denies a special exception application, such application cannot be resubmitted for at least one year.

After discussion and upon a Motion by Maria Duncan, seconded by A. Lee McLin, the Commission recommended that the Board of Zoning Appeals (BZA) conditionally approve the project contingent

on noted City staff comments being addressed. The Commission further indicated that, if at all possible, the applicant's street construction/dedication proposal should be thoroughly considered by the BZA based on feedback from City staff and the City Attorney.

**The seventh item of business** was discussion of potential 4-lot subdivision on Georgia Avenue.

After discussion and by affirmation, the Commission requested that City staff discuss the applicant's street construction/dedication proposal with the City Attorney and that feedback be provided at an upcoming meeting.

**The eighth item of business** was discussion of potential zoning amendment related to the B1 – Central Business District.

After discussion and by affirmation, the Commission unanimously recommended approval of the proposed draft amendment as submitted.

**The ninth item of business** was discussion of issues related to moratorium affecting certain types of residential development.

The Planning Commission discussed progress on the each moratorium action item, the remaining work on all such issues and requested that City Council grant an appropriate extension to the moratorium to allow work on all action items to be completed.

There being no further business, the meeting was adjourned at 7:43 pm.

Respectfully submitted,

C. David Breakfield, Jr. MCP, AICP  
Planning Director

cc: File – Planning Commission 1/30/2023  
Dalton Pierce, City Manager